

Regional and Subregional Libraries

Library of Michigan
Regional and Subregional Libraries
Serving Blind and Physically Handicapped
Residents of the State

Lansing Regional

- Wayne Regional

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Regional and Subregional Libraries for the Blind and Physically Handicapped			
Library	City	Type	Service Region
Library of Michigan SBPH	Lansing	Regional	Cassette and disc services to Allegan, Barry, Bay, Berrien, Branch, Calhoun, Cass, Clare, Clinton, Eaton, Gladwin, Gratiot, Hillsdale, Ingham, Isabella, Kalamazoo, Lenawee, Midland, Monroe, Ottawa, Saginaw, St. Joseph, Shiawassee (Sciota and Middlebury Townships only), VanBuren Counties. Braille services for Michigan.
Detroit Subregional LBPH	Detroit	Subregional	Fourteen Zip Codes of the City of Detroit. (48201, 48202, 48203, 48204, 48206, 48207, 48208, 48209, 48210, 48211, 48216, 48217, 48226, 48238)
Grand Traverse Area LBPH	Traverse City	Subregional	Antrim, Benzie, Crawford, Grand Traverse, Kalkaska, Lake, Leelanau, Manistee, Mason, Mecosta, Missaukee, Newaygo, Oceana, Osceola, Roscommon, Wexford Counties.
Kent District LBPH	Grand Rapids	Subregional	Ionia, Kent, Montcalm Counties.
Macomb LBPH	Clinton Township	Subregional	Macomb County.
Mideastern Michigan	Flint	Subregional	Genesee, Lapeer, Shiawassee Counties. (except Sciota and Middlebury Townships)
Muskegon County LBPH	Muskegon	Subregional	Muskegon County.
Northland LBPH	Alpena	Subregional	Alcona, Alpena, Arenac, Charlevoix, Cheboygan, Emmet, Iosco, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle Counties.
Oakland County LVPI	Pontiac	Subregional	Oakland County.
Special Technologies Alternative Resources	Port Huron	Subregional	Huron, St. Clair, Sanilac, Tuscola Counties.
Upper Peninsula LBPH	Marquette	Subregional	Alger, Baraga, Chippewa, Delta, Dickinson, Gogebic, Houghton, Iron, Keweenaw, Luce, Mackinac, Marquette, Menominee, Ontonagon, Schoolcraft Counties.
Washtenaw County LBPD	Ann Arbor	Subregional	Jackson, Livingston, Washtenaw Counties.
Wayne County Regional LBPH	Wayne	Regional	Cassette and disc services to Wayne County except for the 14 zip code areas of the City of Detroit served by the Detroit Subregional LBPH.

Regional and Subregional Libraries for the Blind and Physically Handicapped

Budget and Expenditure

Library	FY 1998/99 Budget					FY 1998/99 Expenditure				
	Federal Funds	State Funds	Local Funds	In Kind	Total	Federal Funds	State Funds	Local Funds	In Kind	Total
Detroit Subregional LBPH	\$11,434	\$46,191	\$55,995	\$32,220	\$145,840	\$9,283	\$30,407	\$86,896	\$32,220	\$158,806
Grand Traverse Area LBPH	16,327	20,775	25,721		62,823	16,327	46,191	25,721		88,239
Kent District LBPH	16,920	46,191		63,905	127,016	16,920	46,191		43,335	106,446
Macomb LBPH	29,642	46,192	136,697		212,531	29,631	23,947	136,697		190,275
Mideastern Michigan	14,696	69,649		9,365	93,710	14,696	69,649		9,365	93,710
Muskegon County LBPH	9,537	46,191	34,144		89,872	9,537	46,191	33,190	954	89,872
Northland LBPH	15,587	57,479	4,774	13,780	91,620	15,857	60,785	5,008	13,812	95,462
Oakland County LVPI	29,339	46,191	239,364		314,894	29,339	46,191	239,713		315,243
Special Tech. Alternative Resources	11,274	46,500	63,600		121,374	11,237	46,500	63,600		121,337
Upper Peninsula LBPH	16,894	59,971	1,400	4,750	83,015	16,894	46,192	1,451	15,325	79,862
Washtenaw County LBPD	16,760	46,991	246,500		310,251	16,760	46,192	246,639		309,591
Wayne County Regional LBPH	37,316	95,392	480,893		613,601	37,316	93,285	480,893		611,494
Totals	\$225,726	\$627,713	\$1,289,088	\$124,020	\$2,266,547	\$223,797	\$601,721	\$1,319,808	\$115,011	\$2,260,337

Variance and Budget

Library	FY 1998/99 Variance					FY 1999/2000 Budget				
	Federal Funds	State Funds	Local Funds	In Kind	Total	Federal Funds	State Funds	Local Funds	In Kind	Total
Detroit Subregional LBPH	\$2,151	\$15,784	\$-30,901	\$	\$-12,966	\$9,136	\$61,975	\$99,158	\$32,220	\$202,489
Grand Traverse Area LBPH		25,416			25,416	11,266	46,191	25,721		83,178
Kent District LBPH				20,570	20,570	12,575	46,191		45,000	103,766
Macomb LBPH	11	22,245			22,256	63,723	46,192	136,697		246,612
Mideastern Michigan						10,927	75,742		9,365	96,034
Muskegon County LBPH			954	-954		7,593	46,191	34,144		87,928
Northland LBPH	-270	-3,306	-234	-32	-3,842	11,826	63,861	5,009	13,812	94,508
Oakland County LVPI			-349		-349	20,845	46,191	253,309		320,345
Special Tech. Alternative Resources	37				37	7,977	46,500	65,190	10,875	130,542
Upper Peninsula LBPH		13,779	-51	-10,575	3,153	11,832	46,192	1,500	21,396	80,920
Washtenaw County LBPD		799	-139		660	13,330	46,192	246,650		306,172
Wayne County Regional LBPH		2,107			2,107	29,095	95,392	480,893		605,380
Totals	\$1,929	\$76,824	\$-30,720	\$9,009	\$57,042	\$210,125	\$666,810	\$1,348,271	\$132,668	\$2,357,874

Regional and Subregional Libraries for the Blind and Physically Handicapped



**Library of
Michigan**

717 W. Allegan, PO 30007, Lansing, MI 48909-9775
**FY 1999/2000 REGIONAL/SUBREGIONAL
 LIBRARY FOR THE BLIND AND
 PHYSICALLY HANDICAPPED
 ANNUAL REPORT**

This information is current as of (date this report is filed) _____

PART I: DIRECTORY INFORMATION

CURRENT NAME OF LBPH LIBRARY		
PREVIOUS NAME OF LBPH LIBRARY		
STREET ADDRESS (NUMBER, STREET, ETC.)		CITY ZIP-4
PHONE NUMBER	TELEFAX	TDD PHONE NUMBER
NAME OF SUBREGIONAL LIBRARIAN		NAME OF FISCAL AGENT
EMAIL ADDRESS OF SUBREGIONAL LIBRARIAN		WEB ADDRESS http://
NAME OF MAIN LIBRARY DIRECTOR	MAIN LIBRARY DIRECTOR'S PHONE NUMBER	MAIN LIBRARY DIRECTOR'S EMAIL ADDRESS

PART II: CURRENT SCHEDULE OF OPEN HOURS

MONDAY	TO	FRIDAY	TO
TUESDAY	TO	SATURDAY	TO
WEDNESDAY	TO	SUNDAY	TO
THURSDAY	TO		

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PART III: BUDGET AND ACTUAL EXPENDITURES

Steps to complete this form:

- 1) Report budget and actual expenditures for October 1, 1998 – September 30, 1999.
 Note: The FY 1998/99 budget should be taken from your last year's Budget Form.
- 2) Calculate variance between FY 1998/1999 budget and actual expenditures.
- 3) Explain any variances in the space provided – attach additional pages, if necessary.
- 4) Report projected budget for October 1, 1999 – September 30, 2000.

	FY 1998/99 Budget	FY 1998/99 Expenditures	FY 1998/99 Variance	FY 1999/2000 Budget
Federal Funds	\$ _____	\$ _____	\$ _____	\$ _____
State Funds	\$ _____	\$ _____	\$ _____	\$ _____
Local Funds	\$ _____	\$ _____	\$ _____	\$ _____
In Kind	\$ _____	\$ _____	\$ _____	\$ _____
Total	\$ _____	\$ _____	\$ _____	\$ _____

Explain variances between FY 1998/99 budget and actual expenditures:

Subregional Librarian Signature _____ Date _____ Fiscal Agent Signature _____ Date _____

Main Library Director _____ Date _____

LBPH Library Name: _____

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Regional and Subregional Libraries for the Blind and Physically Handicapped



FY 1999/2000 REGIONAL/SUBREGIONAL LIBRARY FOR THE BLIND AND PHYSICALLY HANDICAPPED ANNUAL REPORT INSTRUCTIONS

This report, or letter of intent to file, must be postmarked on or before February 1, 2000 to be eligible to receive state aid. If a letter of intent to file is submitted, the original Annual Report must be postmarked on or before March 31, 2000.

Provide information that is current at the time of filing this report.

PART I: DIRECTORY INFORMATION

Contact Ed Willoughby at the Library of Michigan to report directory information (PART I) changes as they occur throughout the year (see accompanying LM contact list).

LBPH Name: Attach documentation authorizing legal name change, such as Board minutes or establishment of documentation.

Previous LBPH Name: Complete if name change occurred since last annual report was filed.

Street Address (number, street, etc): The complete street address of the LBPH. Do not report a post office box or general delivery.

City: The city or town in which the LBPH is located.

Zip+4: The standard five-digit postal zip code and the four-digit postal zip code extension for the street address of the LBPH.

Phone Number: The telephone number of the LBPH, including the area code.

Telefax: The telephone number for the telefax machine used for administrative purposes at the main library, including area code.

TDD Phone Number: The number to be called when utilizing a telephone Device for the Deaf.

Name of Subregional Librarian: The name of the official current director of the subregional library. If this position is vacant at the time of filing this report, provide the name and title for the acting or interim director and label as such.

Name of Fiscal Agent: The name of the current fiscal agent.

Email Address of Sub-regional Librarian: The address to be used to contact the LBPH librarian via the Internet.

Web Address: If the LBPH has a home page accessible over the Internet, please include the web address (e.g. www.library.lib.mi.us/library.html).

Name of Main Library Director: The name of the current official main library director. If the director position is vacant at the time of filing this report, provide the name and title for the acting or interim director and label as such.

Main Library Phone Number: The telephone number of the main library, including the area code.

Email Address of Library Director: The address to be used to contact the main library director via the Internet.

PART II: CURRENT SCHEDULE OF OPEN HOURS

Record current scheduled hours for the LBPH. Record the current information in the blank boxes.

PART III: BUDGET AND ACTUAL EXPENDITURES

Complete Parts III with information from the most recent fiscal year completed prior to October 1, 1999. Financial information must be precise for income and expenditures during the reporting year and should be reported in whole dollars.

Federal Funds: Report all income and expenditures from federal funds. Subtract expenditures from the budget, and record the difference in the variance. Place projected fiscal year 1999/2000 budget in the final column.

State Funds: Report all income and expenditures from the State of Michigan. Subtract expenditures from the budget, and record the difference in the variance column. Place the projected fiscal year 1999/2000 budget in the final column.

Local Funds: Report all income and expenditures from local funds. Subtract expenditures from the budget, and record the difference in the variance column. Place the projected fiscal year 1999/2000 budget in the final column.

In Kind: Report the value of all non-cash donations. Record any differences in the variance column.

Explain any differences between the FY 1998/99 budget and actual expenditures in the space provided.

The person signing the form must be an authorized official of the LBPH who can be held accountable for the information on the form. The LBPH's fiscal agent as well as the main library directory must also sign the form. In the event of a state aid audit, the authorized official will be contacted. Reports that are not signed are returned for signature. Signature must be original signature - signature stamps will not be accepted.

GUIDELINES:

Section 652. The appropriation in section 108 to the Library of Michigan, for subregional state aid, shall not be expended unless the local unit of government agrees to not reduce local support below the level of local support expended for subregional library services in the local unit of government's immediately preceding fiscal year. A reduction in local expenditures that equally affects all agencies within a local unit of government shall not be interpreted as a replacement of local financial or in-kind support with state aid funds.

Section 653. The appropriation in section 108 to the Library of Michigan, for a subregional library, shall not be released until a budget for that subregional library has been approved by the Library of Michigan for expenditures for library services directly serving the blind and persons with disabilities.